

Wenham Board of Selectmen
Recreation Building
July 12, 2005 ~ 7:30 PM

APPROVED BY
BOARD OF SELECTMEN
AT THEIR MEETING OF

August 9, 2005

Present: Tom Tanous, Chair; Don Pickard, Peter Hersee, Selectmen
Also Present: Jeff Chelgren, Town Administrator; Catherine Tinsley, Secretary

Mr. Tanous opened the meeting at 7:31 PM.
He identified the agenda and welcomed those in attendance.

ANNOUNCEMENTS

Revised Recycling Program

Mr. Hersee identified that the recycling program has been expanded to include additional plastics, papers, etc. and stated that this information is also available on the Town web site or that residents can call Town Hall for information.

Summer Selectmen Meeting Schedule

Mr. Pickard announced the BOS summer meeting schedule and identified that the BOS will meet July 26, August 9 & 23, 2005.

Mr. Hersee identified that Larch Row is closed for paving between Route 1A and the four corners. He also noted that the tennis courts at Pingree Park would be closed for resurfacing July 13-17, 2005.

Pleasant Pond Neighborhood Association

Mr. Hersee thanked the Pleasant Pond neighbors for their commitment and work. Regina Baker, Chair of the PPNA told the BOS that the gate across the parking lot at the beach has been installed.

Mr. Chelgren identified that the final wording for signs that will be installed in the area is being discussed with DPW Superintendent, Dan Lynch.

Mr. Hersee added that some work in the area has been completed and that additional suggestions are being addressed.

Mr. Chelgren updated the BOS noting that the neighborhood association has been meeting to discuss traffic concerns and prioritizing those concerns.

Recommended changes from the Chief of Police and the DPW were identified as being signage, improvements to the roadway and the installation of traffic calming devices.

The PPNA identified and thanked the BOS for the recent improvements and changes in the area, adding that these changes have already made a difference.

They asked that the BOS start discussions with them regarding the opening of the beach with lifeguards by 2006.

Ms. Baker went on to suggest that the gate to the beach parking lot be opened and closed at predetermined times, such as 8 AM and 5 PM.

Mr. Tanous suggested that the gate be opened later than 8 AM and suggested a 9AM gate opening with a 5 PM closing.

The convenience of parking for people fishing at the pond was briefly discussed and it was suggested that dedicated parking for those fishing be located before the gate on the side of the road near the boat ramp.

Mr. Hersee responded that he is in support of restricted parking signs and limited access to the parking lot for the beach, including sticker parking only.

Mr. Pickard suggested that the BOS review these suggestions and have Town Counsel review the legalities of restricting the parking for beach access. He went on to voice his concern that the parking lot access times be consistent.

The BOS agreed that the number of "No Parking" signs should be increased and the current moratorium for "no parking" at the beach be kept in place.

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It was agreed that a sign prohibiting parking or fishing from the boat ramp be put up.
It was the consensus of the BOS to authorize Mr. Chelgren to work on appropriate signage with the PPNA.

Mr. Hersee moved to extend the closing of the parking lot at Pleasant Pond Beach from July 18 to August 10, 2005. Mr. Pickard seconded and the motion was approved by unanimous vote.

The PPNA went on to request that fog lines be painted along Pleasant Street noting that the centerline has made a difference. The BOS suggested that there be some test strips in particular sections of Pleasant Street before the entire road is done.

Mr. Chelgren will consult with the Police Chief and Highway Superintendent regarding the fog lines and report back to the BOS with a recommendation at the August 9, 2005 BOS meeting.

The PPNA also suggested speed limit signs for the dirt road and a dangerous curve sign.

CPA overview

Mr. Chelgren identified that funding for the CPA (Community Preservation Act) will soon be included in the property tax bills.

He went on to say that the Town Finance Director, Rich Viscay, was present to answer questions regarding the CPA and would continue to attend meetings to answer questions and concerns regarding the CPA. He added that these questions and answers would be posted on the town web site.

The following questions were addressed: What is the CPA and what are the various aspects? And is it permanent?

Mr. Viscay responded that the State matches funds from the town to preserve open space, historic buildings, maintenance and affordable housing. The town voted a 3% surcharge on property taxes, with exemptions, to fund the CPA.

He went on to answer the last question by saying that the CPA is mandated to stay in effect for 5 years, but the surcharge percentage can be reduced through Town Meeting vote during this time.

Fire Department – Quint Truck Contract

Mr. Chelgren identified that the town meeting approved the purchase of a new Quint fire truck. Fire Chief Perkins was present for this discussion and confirmed that he is comfortable with the contract to purchase.

Mr. Pickard moved that the Town of Wenham enter into the agreement for the purchase of a Quint Fire truck for \$505,000.00 as per the agreement dated June 30, 2005. Mr. Hersee seconded and the motion was approved by unanimous vote.

Mr. Pickard moved that the BOS authorize the Town Administrator to sign the contract on behalf of the town and to enter into the contract to purchase the Quint.

Mr. Hersee seconded and the motion was approved by unanimous vote.

Home Funds Appropriation Request

Mr. Tanous acknowledged a letter from the WISSH Committee Coordinator, Sue Harnisch, requesting that the Selectmen authorize the transfer of grant money in the amount of \$8,544.00 from the North Shore Home Consortium to the River House in Beverly. It was noted that if the Town does not spend the money or transfer it then the money is returned to the Consortium.

Mr. Hersee moved to authorize the WISSH Committee to transfer North Shore Home Consortium funds of \$8,544.00 to the River House in Beverly.

Mr. Pickard seconded and the motion was approved by unanimous vote.

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Mr. Chelgren identified a request to allow a Special Olympics fund raising bike ride through Wenham with approximately 200 riders on September 17, 2005. The route submitted by the Special Olympic Committee was identified.

Mr. Hersee moved to approve the request contingent on Police approval. Mr. Pickard seconded and the motion was approved by unanimous vote.

Mr. Chelgren identified that the May 1, 2004 annual town meeting voted to provide the option for residents to include donations with their tax bill payment to a Scholarship Fund, Education Fund and/or Elderly/disabled tax relief. He noted that money has been accumulating and it is now time to appoint various committees to manage these funds.

Mr. Tanous suggested that the Elderly and disabled relief funds be included under the control of the WISSH Committee. He also identified that the Superintendent of Schools or a designee must be on the Scholarship Fund Committee, as well as the Treasurer/Collector and the Chairman of the Board of Assessors. Mr. Hersee added that WVIS has a scholarship fund and that maybe they should work together.

Building Project

Mr. Chelgren identified that at the Town meetings on May 7 and June 16, 2005 considered articles related to public dissatisfaction with the HDC for not following the mandate of the people to demolish the old town hall building and construct a new town hall/police station in its place. The BOS had directed the Town Administrator to review alternatives and make a recommendation to meet the public's request. Mr. Chelgren identified the development of potential bylaw amendment that would move the project forward and proposed a by-law amendment that would address this issue. A copy of this amendment can be viewed at the Town Clerk's office.

He went on to explain that this amendment removes the Town Hall building from the jurisdiction of the HDC. He went on to recommend that the BOS call a special town meeting and submit the proposed wording to the HDC for the statutory 60-day waiting period leading up to the Special Town Meeting.

The BOS will continue this discussion at the July 19, 2005 BOS meeting, including a date for the Special Town Meeting.

Mr. Pickard moved that the article be placed on the town meeting warrant and that it be forwarded to the HDC

Mr. Pickard moved that that the town forward the proposed Article 5F to the HDC for their review and comments prior to setting the date for a special town meeting that the article be placed on the town meeting warrant. Mr. Hersee seconded and the motion was approved by unanimous vote.

Mr. Darling, Chair of the Building Committee identified that the building project cannot proceed during this building season (2005) and at the earliest will start in the Spring of 2006 and will need authorization from the BOS to proceed by late fall of 2005.

Mr. Darling also told the BOS that since the denial of the project, the BC has discussed the proposed design with the Architect J. Stewart Roberts and that the Building Committee feels that the building design meets the requirements of the town office and police station functions and the BC concluded that the existing building size is appropriate to meet the needs of the town.

Mr. Darling went on to say that to replicate the existing town hall is limiting the design alternatives. He noted that the building's basic layout is appropriate and that one major concern voiced by the HDC is for the building to present itself to Main Street.

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The changes involve a doorway enclosure and trim to duplicate the existing door although he added that it may not be a functioning door and the side entrance nearest to the parking lot will remain as a part of the design. He noted that this would present a more historic representation of the building. He then requested authorization to file a new application with the HDC, addressing their concern. He added that the BC unanimously supported the design.

A brief discussion followed.

Mr. Hersee moved to authorize the BC to file a new application on behalf of the town with the HDC for consideration the three plans. Mr. Pickard seconded and the motion was approved by unanimous vote.

Cable Television Services –

Mr. Chelgren identified that the cable studios are moving to 299 Bay Rd, second floor (the old Hamilton Library). He noted that there is an inter-municipal agreement that outlines the responsibilities of the towns financially and identifies the supervision of the hiring as being Wenham's responsibility. Mr. Chelgren told the BOS that they would purchase contact services with a technician to continue to do the television cable services. He also said that after Wenham has signed the agreement it will be sent to Hamilton to be signed. Mr. Chelgren identified that the town will sign a contract with Bill Melville to continue to provide services. He added that funds were received from Comcast towards running the studio.

Town Counsel was present and gave a brief explanation of the contract.

Mr. Hersee moved that the BOS execute the agreement for the cable studio located at the old Hamilton library. Mr. Pickard seconded and the motion was approved by unanimous vote.

Mr. Pickard move that the BOS authorize the Town Administrator to enter into an agreement with Bill Melville. Mr. Hersee seconded and the motion was approved by unanimous vote.

Mr. Chelgren identified that the insurance of the H/W Library is currently carried by Hamilton because of its location. MIIA identified that Wenham can carry the insurance and that it may be less expensive for Wenham to do so.

Mr. Hersee questioned the deductible. Mr. Chelgren responded that the recent year's leaks were just under the \$5,000 deductible; therefore, the deductible was lowered. The BOS questioned the premium amount with a higher deductible.

Mr. Chelgren also identified that this does not include the attached gym and this will continue to be covered by Hamilton.

Mr. Chelgren will report back to the BOS.

Iron Rail Gymnastics

Mr. Chelgren told the BOS that the Town has uncollected rent from the Iron Rail Gymnastics which rents space at the Iron Rail property in the amount of \$10,000.00. Mr. Chelgren acknowledged a letter requesting that the Town waive 2 months rent in exchange for work done to the building.

Mr. Weaver responded that there is nothing in the Lease requiring that the Town consider this and the Town has the right to demand full payment of the rent.

Mr. Pickard identified that he is not in favor of accepting the waiver.

Mr. Chelgren identified that surplus equipment belonging to the Town is being stored in various buildings such as the Recreation Building, the Iron Rail Building and the Town Hall. He briefly reviewed the list and asked that the Selectmen consider that the surplus be sold or donated. He noted that the items on the list must first be declared as surplus.

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Mr. Hersee moved that the items as listed be declared surplus. Mr. Pickard seconded and the motion was approved by unanimous vote.

The list of surplus items is a part of these minutes.

Appointment

Mr. Hersee moved to authorize the Town Administrator to hire Ms. Hagstrom as the Town Administrator's Assistant as of July 1, 2005 per terms of FY06 budget. Mr. Pickard seconded and the motion was approved by unanimous vote.

BOS retreat date

After a brief discussion, the BOS agreed to hold an all day retreat during the first or second week in August 2005.

Mr. Chelgren identified that that Maureen Walton has been hired, as the Assistant Finance Director per the FY 06 Budget which, he noted, is a 13-hour a week position.

Mr. Pickard moved to appoint Maureen Walton to the position of Assistant to the Finance Director.

Mr. Chelgren updated the BOS and noted that the Freeman's appeal against the town's decision is still pending and that there is no action required at this time. He went on to say that the Police are enforcing no parking along Arbor Street and curbing will soon be installed.

Capital Management Advisory Committee -Mr. Chelgren identified that he is waiting for an appointment to the CMAC from the School Committee. The first meeting is expected to be scheduled the week of August 15, 2005.

Mr. Chelgren asked the BOS if they were ready to approve the title change of the COA Coordinator to COA Director with no increase in salary or change in duties.

Mr. Hersee moved to change the title from COA Coordinator to COA Director with no change in salary or change in responsibilities. Mr. Pickard seconded and the motion was approved by unanimous vote.

Mr. Chelgren went on to say that the BOS was in possession of the COA Van usage chart over the past year and that the majority of trips were for Dr. visits and shopping.

Mr. Chelgren acknowledged a letter from a Main Street resident regarding the use of salt during the winter months along Main Street and stated that trees are being killed from the excessive use of salt. It was noted that a State Contractor is responsible for Route 1A, therefore the Town has no control over how much salt is used.

Mr. Tanous commented that salt on the sidewalks is thrown onto lawns because the Town uses a snow blower to clear the sidewalks and it blows the snow with salt.

He went on to say that DPW Superintendent, Dan Lynch has been consulted and that he has informed Mass Highway of this problem. He noted that Mass Highway responded that the most efficient way to provide safety is to use the salt.

Another letter will be sent to the State and Brad Hill and Bruce Tarr will be notified regarding this complaint.

Mr. Hersee moved that the BOS approve the meeting minutes of May 3, 2005 with edits as indicated. Mr. Pickard seconded and the motion was approved by unanimous vote.

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Mr. Hersee moved that the BOS approve the meeting minutes of June 16, 2005 with edits as indicated. Mr. Pickard seconded and the motion was approved by unanimous vote.

Mr. Hersee moved that the BOS approve the Executive Session meeting minutes of May 31, 2005 with edits as indicated. Mr. Pickard seconded and the motion was approved by unanimous vote.

Mr. Chelgren identified that the July 1 - Sept 1, 2005 contract with Acting Police Ken Walsh is for two months and that at the end of the two months it is expected that the BOS will appoint him as Chief of Police and review the contract.

Mr. Pickard moved that the BOS enter in to an agreement with Kenneth Walsh as Acting Chief of Police retroactive to July 1, 2005 and that the BOS authorize the BOS chair to enter into this contract with Kenneth Walsh. Mr. Hersee seconded and the motion was approved by unanimous vote.

9:25PM – Mr. Pickard moved to enter into Executive Session for the purpose of discussing fire union negotiations to include the Fire Chief Perkins and Fire Deputy Blanchard and to return to open session for the purpose of adjournment. The motion was approved by roll call vote.

9:48PM – Mr. Hersee moved to return to open session.

Mr. Pickard seconded and the motion was approved by unanimous vote.

9:48PM – Mr. Hersee moved to adjourn and the vote was unanimous.

Town of Wenham

SURPLUS FURNITURE/EQUIPMENT

Selectmen Authorization

(vote taken July 12, 2005)

<u>Number</u>	<u>Description</u>	<u>Value</u>
6	Tables (wood veneer)	Unknown
3	Folding Tables	Unknown
13	Wooden Chairs	Unknown
4	Arm Chairs	Unknown
20	Stackable Chairs	Unknown
4	Library Card Catalogs	Unknown
2	Display Racks - Books	Unknown
2	Newspaper Display Racks	Unknown
2	Carpet Remnants	Unknown